



**WASHINGTON COUNTY/ST. GEORGE INTERLOCAL
AGENCY (W.C.I.A.) BOARD MEETING MINUTES
November 22, 2022**

In attendance:

Commissioner Adam Snow
Commissioner Victor Iverson
Councilwoman Natalie Larsen
John Willis
Shayne Wittwer

Others:

Steven Scott
Brittany McMichael
Milo Hughes
Janet Montgomery
Carlos Robles
Susana Arias
Tani Downing

Excused:

Mayor Michele Randall
Commissioner Gil Almquist

Call to order: 10 am by Chairman V. Iverson

- 1) **Consideration** of appointment of new W.C.I.A. Board member, John Willis.
Motion to appoint John Willis as a W.C.I.A Board Member
Motion: Commissioner A. Snow
Second: Shayne Wittwer
Motion passes
- 2) **Consideration** to approve W.C.I.A. minutes: Regular Board Meeting: September 27, 2022
Motion to approve September 27, 2022 minutes
Motion: Shayne Wittwer
Second: Commissioner A. Snow
Motion passes
- 3) Financial: presentation by Susana Arias
 - a. Presentation of 2022 Fraud Risk Assessment
 - a. Scored 355 which is deemed low risk
 - b. For additional 20 points added to Risk Assessment optional Ethical Behavior Pledge needs to be notarized and returned by next meeting.
 - b. Presentation and discussion of amended W.C.I.A. 2022 Budget
 - a. 2022 budget is as projected, warrant no need to open or amend 2022 Budget.
 - c. Presentation of tentative W.C.I.A. 2023 Budget
 - a. In order to balance the Dixie Center budget, as required by law, took from Fund Balance for \$392,820.00
 - b. Discussion on rising rates across the board, noting that the Dixie Center shaved off \$100,000 in capital projects to help meet budget.
 - d. **Consideration and Adoption:** *tentative budget*

Motion to adopt tentative budget as is

Motion: Commissioner A. Snow
Second: Councilwoman N. Larsen

One opposed

- Forecasted projections are too low, but will support tentative budget as is.
- e. Notice date time location of public hearing

Motion to schedule public hearing for budget December 8, 2022 @ 2 p.m.

Motion: Commissioner A. Snow

Second: Councilwoman N. Larsen

Motion passes

4) Operations

Completed Projects

- a. Wireless capabilities have been added to the Exhibit Hall
- b. Ductwork repair and insulation are complete
- c. Carrier Unit replaced on the museum for the lobby area.
- d. LED lights and controllers replaced in the Exhibit Hall
- e. Notice date time location of public hearing
- f. Cooling Tower Replacement completed
- g. Parking lot work repaved and filled cracks in Vendor and Employee Parking lot completed

Still in progress projects

- h. Lighting on south sidewalk 4 of 6 led street lights purchased and installed.
- i. Door Access System replacement: waiting on card readers and door controllers
- j. Replace recessed grating mats at building entrances
- k. Replace/ Upgrade lighting in Ballroom with adjustable lighting to offer softer lighting
- l. AV projectors and screens upgrades
- m. Replace Chiller
- n. Replace Ballroom D/F Rooftop HVAC
- o. Replace Can lights in Exhibit Hall
- p. Replace Blue Padded Chairs
- q. Replace Podiums

5) Marketing

- a. Projections and revenue are as expected

6) Museum

- a. Revenue above projected expectations
- b. Reopen talks about the future of the museum at a later date

7) Regular Meeting Schedule for 2023 discussion, consideration on November 29.

January 31

May 9

August 29

November 21 and 28

Motion to adopt regular meeting schedule for 2023

Motion: Shayne Wittwer

Second: Commissioner A. Snow

Motion passes

MOTION to adjourn:

Motion: Commissioner A. Snow

Second: Commissioner V. Iverson

Meeting adjourned: 11:11am